

St Brigid's School (the School) is founded to provide an education for Roman Catholic (Catholic) and other children. Whenever there are more applications than places available, **priority will be given to Catholic applicants in accordance with the criteria listed below**. Application forms can be obtained from the school or the St. Brigid's School web-site (www.st-brigids.co.uk) and must be submitted prior to the closing date in the timetable published by Denbighshire County Council.

1 The responsibility for determining the arrangements for admission shall rest with the Governors of the School who intend to admit additional pupils into the Year 5 class in the academic year following their ninth birthday, taking the number to 28. The Governors also intend to admit into Year 7 in the school year which begins in September 2024 following their 11th birthday all pupils already enrolled into the School and in addition further boys or girls up to the published Admission Number of 56.

2 Boys or girls will be entered into the Sixth Form, according to their Learning Pathway, and curriculum offer, in accordance with the Dyffryn Clwyd Consortium policy.

3 Where there are more applications than the total of places available for Years 5 - 11, places will be offered in the following order of priority;

- a. Looked-after (children in public care) and previously looked-after children;
- b. Children with exceptional social or medical needs (see paragraph 4 below);
- c. Children with a sibling (full, half, step, adopted and fostered brothers and sisters) in statutory education (not Nursery) or in the Sixth Form at the school in September 2024, living at the same address. In the event of oversubscription in this category, places will be allocated in accordance with the criteria at 3 d-f below;
- d. Baptized Roman Catholics (see paragraph 5 below);
- e. Children of other Denominations and whose application is supported by a Minister of Religion (see paragraph 5 below);
- f. Children who have no religious denomination, whose parents/carers wish them to have a Catholic education.

4 The Governors may increase the priority of an application where evidence is provided at the time of application, for children with exceptional social or medical needs where this is supported by a report (obtained by the applicant) from a Doctor, Social Worker or the LA, or other relevant agency. The report must clearly justify for health reasons or the social circumstances of the child (not parent/carer) why it is better for the child to attend the school rather than any other school. The information will be discussed with the relevant parties within the School and Governing Body and, if necessary, the appropriate officer of the Local Authority, and all facts will be taken into consideration before the allocation of places. The fact that a child, including those with a diagnosis of Autism Spectrum Disorder, may benefit more from attending a small school is not normally sufficient to fall under this category.

5 Practicing Catholic applicants wishing to claim priority will be required to provide the name of a priest to whom reference can be made and to produce a copy of a Baptismal Certificate. A Minister of Religion will be required to indicate their support of the application of a child of another denomination by signing the relevant part of the application form.

6 Tie breaker – in the event of oversubscription in any of the above categories, places will be allocated to those living nearest to the school. Distance will be measured along the shortest driving route, verified by Arc GIS Mapping.

7 The timetable for the admissions process is the same as that published by Denbighshire County Council, and parents/carers will be notified of admission decisions by post by the common dates agreed with Denbighshire County Council.

8 Late applications – applications received after the closing date given in the timetable published by Denbighshire County Council will be considered in cases where a good reason is given. These include special circumstances such as where a single parent/carer has been ill for some time, or a family has just moved to the area, provided applications are received before offers of places are made.

9 A waiting list is maintained. Following the Annual Admissions Round for Year 5, unsuccessful applicants' names will be placed on the waiting list. The waiting list will be maintained until the 30th September of the academic year following the children's tenth birthday. If a place has been offered and declined, but parents/guardians want the application to be placed on the waiting list for consideration in subsequent years, should a place become available, they should notify the Secretary of the Admissions Committee in writing. A waiting list will be maintained for Year 7 until 30th September 2023. Following the Annual Admissions Round, unsuccessful applicants' names will be placed on the waiting list. If places become available while the waiting list is in operation, they will be allocated to children on the waiting list on the basis of the oversubscription criteria, not the date on which the application was made.

10 Pupils will only be admitted in other years subject to availability, and in the event of more applications than available places, available places will be offered in accordance with the oversubscription criteria at paragraph 3. Parents/carers wishing to effect admission to the School mid-term and at any other time must make an application which will be dealt with in the context of the School's Admissions Policy and those with pupils in state school in Denbighshire will be required to complete the Denbighshire County Council school transfer application. Further details regarding procedure for mid-term applications are available from the Secretary to the Admissions Committee.

11 Parents/carers of statutory aged pupils have the right of appeal to an independent panel against the refusal of a place at the School.